

**SECRET**OSA-4246-65  
20 October 1965

**MEMORANDUM FOR:** Chief, Contracts Division, OSA

**SUBJECT:** Contract No. BB-425, Task Order No. 1  
Itek Corporation

1. Our records indicate that subject contract was completed as of 15 August 1961, and that final payment was made 23 April 1962. Following is a summary of cost.

<u>Amount Obligated</u>	<u>Amount Paid</u>	<u>Balance</u>
\$33,613.00	\$29,918.98	\$3,694.02

*1155-1010-7000*

2. We are using this memorandum as a basis for closing this contract.

3. It is my understanding that the Contracting Officer will take the necessary action to withdraw the unused balance from the contract.

Chief, Budget & Finance Branch  
OSA-DD/S&T

CON

This document may be used  
as a basis for liquidating  
the balance as stated above.

Chief, Contracts Division, OSA

Dist: Orig. & 1 - Add.

1 - CD/OSA

1 - B&F/OSA (Budget-MEL)

1 - B&F/OSA (Contract Payment, BB-425, Task 1)

1 - RB/OSA

CJM:nar/OSA-Finance/20 OCT. 1965

**SECRET**